

TCRC Minutes

15 February 2008

Attending: Leslie Arriola, Jeff Blaustein, Peter Grandonico, Donna Kelley, Jeff Krauth, M Parent, Barry Roberts, Nina Wishengrad, Town Manager Larry Schaffer, and Planning Dept Jonathan Tucker

Absent: Leslie Dunlap.

The meeting began at 5:00 PM in the First Floor Meeting Room, Town Hall.

1. Minutes from 18 January approved
2. Recruiting
 - a) Possible candidates identified
 - i. John Flajnik Rao's - requires recruiting Peter will call
 - ii. Tony Maroulos Wonder Art - requires Select Board approval required Mark will pursue with Select board again
3. Discussion with Larry Schaffer on the following subjects
 - a) **Permitting** Larry is reorganizing inspections departments by the following
 - i. Physical location will be moved adjacent to planning and conservation Completion 1 July
 - ii. MUNIS software will be used by all departments involved in permitting process Completion 1 July
 - iii. Insisting that the focus of all departments involved in permitting be on customer service and work at assisting new applicants
 - b) **Zoning Change impact**
 - i. A new business will be moving into Research park as a result of the zoning change (New England Environmental)
 - ii. Other inquiries have been received as well for University Park area
 - c) Committees
 - i. Town Manager appoints members to Planning board, Historical commission and the Conservation commission requires Select Board ratification
 - ii. Select Board appoints ZBA members
 - iii. Discussed structure, conflict issues and voting requirements (unanimous)
 - iv. Review of Special permit zoning is primary task
 1. Mark shared his view that there are too many requiring SP and is everything is an exception then noting is
 2. ZBA requires SP reviews of existing property for same use when change of ownership occurs Why? Historical precedent should prevail
 - d) **Economic Development director** is not in the budget and if position is established there needs to be a significant project to work and must show an Return on Investment for money spent on position
 - e) Parking Study
 - i. Preliminary report indicates there are enough spaces available is both public and private spaces are considered
 - ii. Control and coordination is required to satisfy needs
 - iii. Efficient use of all spaces is also required as some spaces are vacant most of the time because they are not convenient due to their location

- iv. New development of any kind in the downtown areas will require more spaces
- 4. Committee identified the following action items as a result of the briefing by Town Manager
 - a) Meeting between TCRC and the ZBA needs to be scheduled for next month- mark will invite ZBA to March meeting
 - b) Closer examination of MUNIS software and its planned implementation – Mark will schedule demo of software through Jonathan Tucker for the April meeting
- 5. Web Site for TCRC content was agreed by the committee to be the following
 - a) Need charter posted
 - b) Need meeting dates posted
 - c) Need members and terms posted

Meeting Adjourned 7:00 PM